

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



August 11, 2003

REFUGEE COORDINATOR LETTER NO. 03-15

TO: COUNTY REFUGEE COORDINATORS

SUBJECT: COUNTY REFUGEE PLANS FOR FEDERAL FISCAL YEAR 2003-04

The purpose of this letter is to remind coordinators that the County Refugee Plans for Federal Fiscal Year (FFY) 2003-04 Refugee Employment Social Services (RESS), Targeted Assistance (TA) and Discretionary funds are due to the state by September 15, 2003. Specific County Plan requirements can be found in the revised County RESS/TA Guidelines, Refugee Coordinator Letter (RCL) 99-08 dated April 29, 2000.

For the anticipated FFY 2003-04 funds, a separate County Services Goals and Outcomes Plan must be included in the County Plan by each funding source. If a county will have unspent FFY 2002-03 funds on October 1, 2003, the county must inform the Refugee Programs Branch (RPB) of the anticipated amount in the County Plan. If the county wishes to spend the remaining funds during FFY 2003-04, the funds must be reflected in the County Plan by each funding source (i.e., RESS, TA, and Discretionary).

Preliminary TA and RESS allocation figures have been provided to counties. The State will inform the counties of their final RESS/TA allocation figures when we receive notice of California's final allocation from the Federal Office of Refugee Resettlement.

The preliminary 2003 RESS notice includes \$2 million in a special set-aside allocation to support programs promoting healthy marriages. It is important to note that unlike the FFY 2002 healthy families' set-aside that provided for a wide range of activities to enhance families, the FFY 2003 set-aside is available exclusively for marriage building or relationship enhancement activities. The County Plan must include a narrative addressing how the special set-aside funds are to be utilized and specify outcomes as appropriate. In the event the county decides to decline the special set-aside they must advise the RPB in writing via letter/e-mail no later than August 22, 2003, to allow time to re-allocate the funds.

The original and three copies of the Services Plan are to be submitted along with the original County Board of Supervisors resolution to the respective County Analyst.

County Refugee Coordinators
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If you have any questions regarding the County Plans or need technical assistance regarding County Plan issues, please call your County Analyst identified below:

NAME	TELEPHONE	COUNTY
Roger Caron	(916) 654-1376	Alameda, Fresno, San Diego
Daniel Crawford	(916) 654-5964	Contra Costa, Sacramento, San Francisco, Santa Clara
Stephen Saucedo	(916) 654-5594	Los Angeles, Orange, Stanislaus, Yolo

Sincerely,

*Original Signed by
Thuan Nguyen on 8/11/03*

THUAN NGUYEN, Chief
Refugee Programs Branch